

THE CORPORATION OF THE TOWNSHIP OF HORTON

**FIRE COMMITTEE**

April 16, 2014

There was a Meeting of the Fire Committee held in the Municipal Council Chambers on Wednesday April 16, 2014. Present was Chair Margaret Whyte and Mayor Don Eady. Staff present was Fire Chief Randy Corbin, Deputy Chief Allan Cole and Treasurer Jennifer Barr.

**1. CALL TO ORDER**

Chair Whyte called the meeting to order at 6:36 p.m.

**2. DECLARATION OF PECUNIARY INTEREST**

There was no declaration of pecuniary interest expressed by the members or the staff.

**3. MINUTES OF JANUARY 8, 2014 COMMITTEE MEETING**

Chair Whyte reviewed the minutes which had been approved by council.

**4. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA**

None.

**5. REVENUE/EXPENDITURE REPORT – APRIL 15, 2014**

Mrs. Barr noted that the budget numbers included in the statement are not yet passed by Council. There is a public meeting to review the 2014 proposed budget May 6, 2014 at 6:45 p.m.

Mayor Eady noted that the insurance budget seems low. Mrs. Barr agreed that it is low by \$3,000 for VFIS coverage. All agreed to reallocate \$3,000 from extrication to insurance.

**6. RFP – SCBA'S**

Deputy Chief Cole gave an update on a possible cooperative bid with the Township of McNab/Braeside. Both departments have had demonstrations from various vendors and are now in a position to draw up specifications and details for the purchase. All of the potential vendors fall under NFPA (National Fire Protection Association) standards which is a 2013 standard recently approved. By having a bid on the same item there are numerous advantages such as interchangeable equipment between departments, bulk cost savings and mutual aid support.

Deputy Chief Cole recommends that Council pass a resolution to request waiving the tender process given the specific needs of this equipment and the availability of a vendor providing those specific needs. After a group discussion it was recommended that the Treasurer contact McNab/Braeside with regards to their bid process to ensure similar/same process. It is to the Township's benefit to obtain bulk purchase discounts.

Moved by Allan Cole, Seconded by Randy Corbin

**That** the Treasurer contact McNab/Braeside to determine what bid selection they are undertaking for the purchase of S.C.B.A.'s and report back to Council at their next regular scheduled Council meeting to be held May 6<sup>th</sup>, 2014.

**Carried.**

## **7. ROAD CLOSURES – myFM**

Mrs. Barr noted that myFM would air any road closures for emergency purposes upon being notified by the Township.

Mayor Eady noted that Heritage Radio should also be contacted.

## **8. AUTOMATIC SPRINKLERS – VULNERABLE OCCUPANCIES**

Chief Corbin advised the committee that training is well underway for him and Fire Fighter Bourget for administration of Vulnerable Occupancies. The course will cover the entire curriculum regarding determining properties that are subject to this regulation and the time lines to comply.

## **9. BOAT LAUNCH PLANS**

Mayor Eady met with the Building Inspector, Dennis Fridgen on Tuesday morning at the boat launch to discuss the potential location of a holding tank or septic tank for the washrooms and the pump house building. Mr. Fridgen will look into the design of the septic system. Mayor Eady noted that since this is a municipal building that engineered drawings are required. Mrs. Barr suggested contacting Mr. McIntyre.

Mayor Eady and Dennis Fridgen further met with the CAO/Clerk, Mackie McLaren to discuss planning issues for this property. Mr. McLaren has been in contact with MNR about the process for working on the shore line. Mrs. Barr received a call from MNR and the following items must be followed for work on the shore line:

- Application needs to be completed with photos, sketches and measurements of pipe locations
- Work must be completed between July 15 to October 1
- Silt Controls and Sediment Fencing must be in place during the construction

Mayor Eady further explained that there will probably be a need for a minor variance and that Mr. McLaren will take care of this.

Also discussed was hydro location, building materials and the size of building required. It was suggested 8' x 18' is probably sufficient and that Councillor Campbell may be able to assist with the hydro location. Mayor Eady will discuss the process, specs and drawings in consultation with Mr. McLaren.

## **10. FIRE CHIEF'S REPORT**

1 call April 8 – Pigeon on fire, called in as a hydro pole fire.

Courses were attended by the Chief and Fire Fighter Bourget for Vulnerable Occupancy.

Courses were attended on the pipeline by the Chief and Deputy Chief for emergency spills. Transcanada Pipeline will provide funds for training and material for assisting with a spill/cleanup.

Two replacement fire fighters will be employed shortly and two more are needed. The Treasurer is to have the employment application placed on the Township website.

Chief Corbin inquired about IT support for the Fire Department. Mrs. Barr advised that the Township recently issued a tender for IT support and a new firm will be engaged for this service effective May 1, 2014. Mr.

McLaren will notify Chief Corbin of an introduction meeting for his department.

May 1<sup>st</sup> is First Responders Day across Ontario.

Deputy Chief Cole mentioned that bunker gear over 10 years of age is no longer to be used in service. He has taken an inventory and 10 are older than 10 years. Four sets will be replaced within the current year budget and pending new fire fighters more may have to be purchased in 2014.

Deputy Chief Cole mentioned that there is a new training standard from Occupational Health and Safety which must be completed by June 12, 2014 for all supervisors and an additional one to follow for employees.

#### **11. OTHER BUSINESS**

Mayor Eady suggested that some of the fire fighters may wish to attend the trade show in Arnprior to be held at the Nick Smith Centre. Mrs. Barr will place the brochure in the Chief's mail box. There is also a golf tournament and the fire department may wish to put in a team. Cost is at staff's own expense.

Mayor Eady noted that the annual Warden's Golf Tournament will be held at the Renfrew Golf Course Friday, September 5, 2014.

#### **12. NEXT MEETING**

The Committee agreed that the next meeting will be June 11, 2014 at 6:30 p.m.

#### **13. ADJOURNMENT**

Moved by Randy Corbin, Seconded by Don Eady

**That** this Committee Meeting be adjourned at 8:15 p.m.  
**Carried.**

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Chair, Margaret Whyte

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Treasurer, Jennifer Barr